

# ST. JOHNS COUNTY

ST. AUGUSTINE, FLORIDA

## BOARD OF COUNTY COMMISSIONERS

District 1 - James K. Johns, Vice-Chair  
District 2 - Jeb S. Smith, Chair  
District 3 - William (Bill) A. McClure  
District 4 - Jay Morris  
District 5 - Rachael L. Bennett



## REGULAR MEETING AGENDA

County Auditorium  
500 San Sebastian View

Michael D. Wanchick, County Administrator  
Patrick F. McCormack, County Attorney

Tuesday, August 16, 2016 9:00 AM

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*Please be sure all cellular devices are turned off for the duration of the County Commission Meeting*

## REGULAR MEETING

- ❖ Call to Order by Chair
- ❖ Roll Call by the Clerk of the Court
- ❖ Invocation
- ❖ Pledge of Allegiance
- ❖ Public Comment
- ❖ Deletions to Consent Agenda
- ❖ Approval of Consent Agenda
- ❖ Additions/Deletions to Regular Agenda
- ❖ Approval of Regular Agenda

### **Presenter - Hunter S. Conrad, Clerk of Court and Comptroller**

- 1. Presentation of the St. Johns County Comprehensive Annual Financial Report.**

The County's Comprehensive Annual Financial Report ("CAFR") requires acceptance from the Board of County Commissioners. The Report is prepared by the County Finance Department. As a final step, the Board should accept the FY 2015 CAFR as audited by Carr, Riggs & Ingram, LLC. They are the County's auditing firm. The CAFR is available on the Clerk's website, which can be accessed from the County's webpage, at the following link: <http://www.sjccoc.us/Finance/CAFR.html>. The Board will now have the opportunity for any further discussion with the auditors. The County has once again received an unqualified opinion on the fair presentation of its financial statements.

**Presenter - William Young, Director of Utilities**

- 2. Utility System Consolidation.** The County Utility Department currently is comprised of two independent water and wastewater enterprise funds referred to as the Main System and the Ponte Vedra (PV) System. Utility services provided by each system are essentially the same, as are the rate structures, and utility ordinance provisions. Based on direction from the April 19, 2016 BCC meeting, where the BCC authorized the County Administrator to assemble a finance team to prepare refinancing documents to achieve annual debt service savings for the Ponte Vedra (PV) Utility Revenue Bonds, Series 2006 and 2007, the finance team has recommended to merge the two enterprise funds into a single enterprise while maintaining separate divisions. Separate divisions would allow for the operating, customer accounting, and financial data on each system to be managed independently to facilitate appropriate rate making and revenue generation activities. A “combined” enterprise fund will provide several benefits to our customers. It allows the PV System to secure the Main System’s AA credit rating, which allows for a more favorable refunding and access to additional capital for critical infrastructure improvements. The enterprise combination will also release the PV System’s debt service reserve funds (\$4 Million), no longer required, to be utilized for infrastructure improvements. A financial feasibility has been completed by consultant Raftelis Financial, confirming financial results from a combined enterprise, after recommended rate adjustments, would not adversely affect the successful operating, and financial, condition of the Utility. Additionally, Ordinance 2006-04 (PV Utility Ordinance) and Ordinance 2013-13 (Utility Ordinance) will need to be repealed and a new Ordinance brought back to the BCC for approval. The two existing ordinances are essentially the same, except the rate amounts for the two systems differ, and the new Ordinance will be essentially the same as the existing ordinances.
- 3. Authorization to direct the utility financing team to prepare bond documents to finance improvements to the Ponte Vedra Utility System.** At its April 19, 2016 BCC meeting, the BCC authorized the County Administrator to assemble a finance team to prepare refinancing documents to achieve annual debt service savings for the Ponte Vedra (PV) Utility Revenue Bonds, Series 2006 and 2007. In connection with that process, the finance team has recommended (a) the consolidation of the Main Utility System and the Ponte Vedra Utility System (which is addressed in a separate agenda item), (b) the issuance of new money bonds, in addition to the refinancing bonds, to fund, together with other available debt service reserve moneys released, approximately \$12,000,000 for critical projects in the PV Capital Improvement Program and (c) the refunding of the Main Utility System’s Water and Sewer Revenue and Refunding Bonds, Series 2006, to achieve annual debt service savings. Staff recommends the BCC direct the financing team to also prepare necessary bond documents to finance such PV projects and such refunding to achieve debt service savings.
- 4. Ponte Vedra Water and Wastewater Rate Adjustment.** At its April 19, 2016 BCC Meeting, the BCC authorized the County Administrator to assemble a finance team to prepare refinancing documents for two Ponte Vedra Utility Revenue Bonds. At the same time, Utility Management has identified significant infrastructure needs in Ponte Vedra, and this refinancing provides an excellent opportunity to obtain additional funding for these important projects. The Ponte Vedra system has maintained some of the lowest rates in N. E. Florida over the last 10 years. However, it is obvious that the current rates charged in Ponte Vedra leave little room for additional debt service. A thorough financial analysis was performed (attached) to determine what rate adjustments would be required to fund these important capital improvements. Utility Staff is recommending a 4 year rate increase of 2% annually for water customers and an 8.5% annual rate increase for wastewater customers. This equates to a 6.34% overall annual increase and will impact most customers about \$3.77 per month over the 4 years of this adjustment.

**Presenter - Beverly Frazier, Planner**

**District 3**

5. **Public Hearing \* REZ 2014-11 Moultrie Oaks Retirement Community - Phase VI.** This item was continued from the last hearing. Request to rezone approximately eight (8) acres from Open Rural (OR) to Residential, Manufactured/Mobile Home (RMH) to allow expansion of the existing mobile home community for twenty (20) additional lots, specifically located at 245 Wildwood Drive. The Planning and Zoning Agency recommended approval of the rezoning with development limitations and enhanced buffer criteria. The conditions proposed limit the number to twenty (20) mobile/manufactured home lots for Phase VI and a total of two hundred and forty (240) units for the retirement community, and a condition for payment to the County for site access improvements in lieu of construction.

**Presenter - Teresa Bishop, AICP, Planning Division Manager**

**District 5**

6. **Public Hearing \* COMPAMD 2015-08 Cordova Palms.** This is the adoption hearing for COMPAMD 2015-08, Cordova Palms, a request to amend the Future Land Use Map from Intensive Commercial (IC) to Residential-C for approximately 115.9 acres of land, amend from Intensive Commercial (IC) to Industrial (I) for approximately 39.4 acres of land; and add a text amendment to limit the number of residential dwelling units in the PUD to 750 and non-residential square footage to a maximum of 150,000 square feet of commercial and retail service. The Planning and Zoning Agency recommended approval at its July 21, 2016 meeting with a 7-0 vote.

**District 5**

7. **Public Hearing \* DRI MOD 2015-06 Cordova Palms Abandonment.** This is a request to abandon the Cordova Palms Development of Regional Impact (DRI), as approved by Resolution 2010-175 on August 17, 2010. The Cordova Palms DRI is located on the west side of US 1 North, approximately one mile north of the Northeast Florida Regional Airport. Procedurally, an abandonment is processed the same as a modification to a Development of Regional Impact. The Planning and Zoning Agency heard the request, and recommended unanimous approval on July 21, 2016.

**Presenter - Kim K. Del Rance, Senior Planner**

**District 4**

8. **Public Hearing \* NZVAR2016-07 McDonald's at 100 Ponte Vedra Point.** This is a request for a non-zoning variance to Land Development Code Section 3.06.04.A.1 to allow a flat roof in the Palm Valley Overlay District. The existing McDonald's Restaurant is planning to redevelopment the building. The Palm Valley Architectural Review Committee (ARC) recommended approval of the requested non-zoning variance to the Overlay standards.

**Presenter - Benjamin Powelson, Engineer**

**District 4**

9. **Public Hearing \* VACROA 2016-001 - Public Hearing regarding vacating a portion of an easement near Sunset Blvd within the Venetian Isles subdivision..** The applicant requests the vacation of a currently wooded, unused and unimproved portion of a drainage and utility easement near the intersection of Sunset Blvd and Sunset Cir; specifically along the southeasterly line of Lot 9, Block T, within the Venetian Isles subdivision. Based on staff's review, traffic patterns will not be negatively impacted, there are no existing utilities or planned utilities for the easement, and no party will be unreasonably affected by the requested vacation. Staff has no objections to the request.

**Presenter - Jesse Dunn, Assistant Director**

**10. Parking Implementation Study: Commission-Directed Follow-Up.** On July 26, 2016, the Commission received a presentation regarding a beach parking implementation study. The County's financial advisor, Public Financial Management, (PFM), in concert with Phillips Parking LLC, evaluated multiple strategic options and created a parking revenue projection model. County staff from Parks & Recreation, Beach Services, and OMB have been consulted throughout the analysis. The Commission directed staff to provide the scenario of implementing beach parking with no change to the current resident fee structure.

- ❖ Commissioners' Reports
- ❖ County Administrator's Report
- ❖ County Attorney's Report
- ❖ Clerk of Court's Report

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## CONSENT MEETING AGENDA

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## CONSENT AGENDA

1. **Motion to approve the Cash Requirement Report** *For more information, contact Allen McDonald, County Finance Director at 904 819-3669*
2. **Motion to Adopt Resolution 2016-\_\_\_\_\_ approving the final plat for Bannon Lakes Phase 1.** *For more information, contact Shannon Acevedo, Application Review Supervisor at 209-0720*
3. **Motion to Adopt Resolution 2016-\_\_\_\_\_ approving the final plat for Sea View (Peppertree PUD).** *For more information, contact Shannon Acevedo, Application Review Supervisor at 209-0720*
4. **Motion to Adopt Resolution 2016-\_\_\_\_\_ approving the final plat for Palencia North Phase III B.** *For more information, contact Shannon Acevedo, Application Review Supervisor at 209-0720*
5. **Motion to adopt Resolution 2016- \_\_\_\_\_, authorizing the County Administrator, or designee, to award Bid No 16-16 Armstrong Park Trailhead to Bush Construction Company, Inc. and to execute a contract in substantially the same form and format, as the attached hereto, with a contract price not to exceed \$325,981.00** *For more information, contact Kevin Wiseman, Director Facilities Management at 904 209-0195*
6. **Motion to Adopt Resolution No. 2016-\_\_\_\_\_ authorizing the Chair of the Board, on behalf of the County, to execute a Termination of Easement terminating a Temporary Construction Easement.** *For more information, contact Mary Ann Blount, Land Management Systems Director at 209-0762*
7. **Motion to Adopt Resolution No. 2016-\_\_\_\_\_ accepting an Easement for Utilities to provide water and sewer service along Outlet Mall Boulevard off State Road 16.** *For more information, contact Mary Ann Blount, Land Management Systems Director at 209-0762*
8. **Motion to adopt Resolution 2016- \_\_\_\_\_, to extend the existing refund period agreement with Sunshine Land Holdings, LLC, from 8 years to 9 years.** *For more information, contact Gordon Smith, Assistant Director Engineering/Operations at 904 209-2709*
9. **Motion to declare the attachments as surplus and authorize the County Administrator, or his designee, to dispose of same in accordance with the Purchasing Policy 308 and Florida Statute 274.** *For more information, contact Doug Timms, Director Office of Management and Budget 209-0566*

10. **Motion to adopt Resolution 2016-\_\_\_ approving the attached St. Johns County Health and Human Services Policy Manual and repealing St. Johns County Resolution 2011-169.** *For more information, contact Shawna Novak, Health and Human Services Director at 904 209-6088*
11. **Motion to Adopt Resolution No. 2016-\_\_\_, authorizing the County Administrator, or his designee, to execute a Memorandum of Understanding between St. Johns County and Big Brother Big Sisters of St. Johns County.** *For more information, contact Jamie Baccari, Recreation Supervisor at 209-0377*
12. **Motion to adopt Resolution 2016 - \_\_\_, amending the St. Johns County Fee Schedule for services provided by St. Johns County Departments for Fiscal Year 2016.** *For more information, contact Jesse Dunn, Assistant Director at 209-0568*
13. **Motion to approve the Arbor Mill at Mill Creek Phase II School Concurrency Proportionate Share Mitigation Agreement (CONSCA 2016-07).** *For more information, contact Jan Trantham, Senior Transportation Planner at 209-0611*
14. Proofs-
  - a) Proof: Request for Bids, RFP #16-46 Combined Fire Station 5 and Sheriff's South Regional Command Center, published June 6, 2016 and June 13, 2016 in the St. Augustine Record.
  - b) Proof: Request for Proposals, RFP #16-50 for Financial Advisor, published June 7, 2016 and June 14, 2016 in the St. Augustine Record.
  - c) Proof: Notice of Canceled Regular Meeting, published on June 20, 2016 in the St. Augustine Record.
  - d) Proof: Notice of Value Adjustment Board 2016 organizational meeting, published June 20, 2016 in the St. Augustine Record.
  - e) Proof: Request for Bids, BID NO: #16-47 Countywide Pavement Management and Rehabilitation Continuing Services, published June 22, 2016 and June 29, 2016 in the St. Augustine Record.
  - f) Proof: Request for Bids, BID NO: 16-49 Countywide Roadway Striping Services, published June 28, 2016 and June 29, 2016 in the St. Augustine Record.
  - g) Proof: Notice of Meeting Cancelled for July 6, 2016, published June 26, 2016 in the St. Augustine Record.
  - h) Proof: Notice of Hearing, NPH July 19 BOCC, publish in the St. Augustine Record July 6, 2016.
  - i) Proof: Request for Bids, BID NO: 16-53 Mobile Data Terminals for SJC Fire Rescue, published July 15, 2016 and July 22, 2016 in the St. Augustine Record.